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**From:** Kwan, Roxanne S [roxanne.kwan@doh.hawaii.gov]  
**Sent:** 2/23/2017 1:28:21 AM  
**To:** Pallarino, Bob [Pallarino.Bob@epa.gov]  
**Subject:** FW: End of year reporting

Bob

I realized that I am unable to finish the report by march 1. I would like to submit the report by March 15

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**From:** Kwan, Roxanne S  
**Sent:** Wednesday, February 22, 2017 2:43 PM  
**To:** 'Pallarino, Bob' <Pallarino.Bob@epa.gov>  
**Subject:** RE: End of year reporting

Bob

1. For the FY16 end of year report, I need to finish the report. I would like to give you the report on March 1.
2. We need your EAct Certification for FY18 (see attachment). Be careful about checking the box certifying compliance with the 3 year inspection requirement. Since the certification will probably be signed soon you will have to ensure that you were meeting the three year inspection requirement up to the date of the signature. If you have not met the requirement do not check the "Requirement met" box.  
Will prepare
3. As soon as possible (before you submit your EOY report if necessary) I need your list of facilities and the last inspection date for each. We will need to let OUST know about this and then we will need to develop a corrective action plan.  
I will give this to you
4. You need to update the public record information on your website. The one currently posted is for FY15 (October 2014 through Sept 2015). See attached.  
Will do.

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**From:** Pallarino, Bob [mailto:Pallarino.Bob@epa.gov]  
**Sent:** Wednesday, February 22, 2017 11:16 AM  
**To:** Kwan, Roxanne S <roxanne.kwan@doh.hawaii.gov>  
**Subject:** End of year reporting

Roxanne,

I know you have a lot on your plate with Red Hill (same with me), but we do need to deal with some of the regular UST/LUST program issues.

1. I need an FY16 end of year report so I can prepare my evaluation.
2. We need your EAct Certification for FY18 (see attachment). Be careful about checking the box certifying compliance with the 3 year inspection requirement. Since the certification will probably be signed soon you will

have to ensure that you were meeting the three year inspection requirement up to the date of the signature. If you have not met the requirement do not check the "Requirement met" box.

3. As soon as possible (before you submit your EOY report if necessary) I need your list of facilities and the last inspection date for each. We will need to let OUST know about this and then we will need to develop a corrective action plan.
4. You need to update the public record information on your website. The one currently posted is for FY15 (October 2014 through Sept 2015). See attached.

Bob

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